



| Verification | Originator | Approved | Issued |
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| Initials | ST | ST | ST |
| Date | 8/29/2014 | 12/5/2014 | 12/15/2014 |

Title: COFL-FF-ED-4.3.3-5 Objectives, Targets, and Programs Action Plan – Stormwater Management

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| Document Name: Stormwater Management Start Date: December 1, 2013 Date Fully Completed: 9/2017 | Facility Affected: Fleet Fenceline Related Significant Aspect or Legal and Other Requirement: Stormwater Management |
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| 1.0 | Person Responsible for Overall Action Plan: Program Manager |
| 2.0 | Goal Statement: Managing surface water runoff to limit impacts to receiving bodies of water. |
| 3.0 | Objective: Reduce and eliminate whenever possible, pollutants entering the stormwater management system. |
| 4.0 | Measurable Target and completion date: <ol style="list-style-type: none"> 1. Complete stormwater survey and system inventory by December 2015. 2. Determining the source of oil and flow found in drain #4 and eliminate source by March 7, 2014. 3. Seawall needs repairing to be performed by February 2015. 4. Areas 14 & 15 need further research to determine if storm drains may have previously been buried by April 1, 2014. 5. Undocumented storm drains need to be mapped via GIS and added to the stormwater atlas by March 1, 2014 6. Open clean-out near Radio Shop needs to be repaired by March 1, 2014. |



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| | <ol style="list-style-type: none"> Create more green spaces for water retention by February 1, 2015. Develop Comprehensive Fenceline Master Plan by September 2017 Ongoing inventory management and storage (Develop Hazardous/Non-Hazardous Program). All storm drain aprons need repair and installation of stormwater inlet filters to improve water flow to the catch basins by September 2016. Asphalted areas need repairs to avoid pooling of stormwater. Stormwater Control Valves installation by February 2016. Maintenance (Scheduled monthly yard sweep; Scheduled bi-weekly litter collection; Scheduled annual tree canopy maintenance – every April; Scheduled storm drain cleaning – bi-annually). |
| 5.0 | Strategy: <ol style="list-style-type: none"> Conduct annual inspections of the stormwater management system. Identify and correct those hazards that may cause pollution to enter the stormwater management system and associated water bodies. Identify more sustainable 'green' best management practices that could be applied in treating stormwater. |

6.0 Program Plan

| Task | Responsible Individual | Implementation Schedule | Date Task Completed | Comments |
|--|------------------------|-------------------------|---------------------|------------------------------------|
| Target 1: Complete stormwater system and inventory | | | | |
| 1. Schedule inspection. | Environmental Services | 12/1/13 – 4/30/15 | 12/11/13 | Inspection of system and inventory |



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| | Manager or representative | | | completed. |
| Target 2: Determining the source of oil and flow found in drain #4 | | | | |
| 1. Research storm drain pipe network and outfall. | Environmental Services Manager or representative | 1/20/14 – 1/24/14 | 1/23/13 | Request sent to Environmental Services to initiate tasks Completed |
| 2. Check historical plans to determine information on installation. | Environmental Services Manager or representative | 1/24/14 – 1/31/14 | 1/29/14 | Shop sink and ice machine are not on any as-built plans. Completed |
| 3. Check work orders on any information on installation. | Environmental Services Manager or representative | 1/31/14 – 2/7/14 | 1/29/14 | There is no record in Hansen of any work orders for installation. Completed |
| 4. TV storm line to determine source/path. | Environmental Services Manager or representative | 2/7/14 – 2/21/14 | 1/29/14 | TV not needed. Confirmed that source of discharge was from ice machine & shop sink. Completed |
| 5. Eliminate illicit discharge. | Environmental Services Manager or representative | 2/21/14 – 3/7/14 | 4/9/14 | Sink removed and capped. Ice machine drain capped. Completed |
| Target 3: Seawall needs repair to be performed. | | | | |
| 1. Request from Engineering an inspection to determine the | Senior Project Manager | 2/10/14 – 2/14/14 | 2/12/14 | Completed |



| Task | Responsible Individual | Implementation Schedule | Date Task Completed | Comments |
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| necessary repairs. | Public Works Department | | | |
| 2. Determination whether projects will be initiated for remedy. | Senior Project Manager Public Works Department | 5/1/14 – 8/1/14 | 5/1/14 | Completed |
| 3. Reconstruction of existing seawall. | Senior Project Manager Public Works Department | 5/1/14-2/28/15 | 1/21/15 | Seawall reconstruction completed. |
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| Target 4: Areas 14 & 15 need further research to determine if storm drains may have previously been buried. | | | | |
| 1. Conduct research to determine if true. | Environmental Services Manager or representative | 2/1/14 – 2/14/14 | 2/7/14 | As built plans show catch basins Completed |
| 2. If true, determine if they were properly plugged, abandoned, or still connected to the current system. | Environmental Services Manager or representative | 2/14/14 – 2/28/14 | 2/12/14 | There is no historical record on this. According to current Fleet staff the two drains were patched over 20 yrs. Ago Completed |
| 3. If still connected, inspect condition of system and feasibility of restoring flow to the catch basins. | Environmental Services Manager or representative | 2/28/14 – 4/1/14 | 2/12/14 | Based on conversation with Program Manager and FVS General Manager, it would neither alleviate nor hinder drainage at this site. Completed |



| Task | Responsible Individual | Implementation Schedule | Date Task Completed | Comments |
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| 4. If not connected, inspect condition of system and feasibility of reconnecting. | Environmental Services Manager or representative | 2/28/14 – 4/1/14 | 2/12/14 | The current ponding in the corner area near the repair bays would be better fixed with new asphalt creating downward flow towards the current drain. Completed |
| Target 5: Undocumented storm drains need to be mapped via GIS and added to the stormwater atlas. | | | | |
| 1. GIS undocumented storm drains within the facility. | GIS Specialist | 4/1/14 – 5/1/14 | 4/20/14 | Site inspected for storm drains: both documented and undocumented. Completed |
| 2. Add undocumented storm drains to the stormwater atlas for future reference. | GIS Specialist | 5/1/14 – 7/1/14 | 6/12/14 | Site inspection compared to as-built plans. GIS was updated to add all storm drains on-site. Completed |
| 3. Research identified storm drains that have undocumented runs. | Environmental Services Manager | 9/1/14-9/30/15 | 5/13/15 | Completed |
| Target 6: Open clean-out near Radio Shop needs to be repaired. | | | | |
| 1. Inspect to see if clean out is connected to drain #3. | Facilities Manager Parks and Recreation | 2/1/14 – 2/14/14 | 2/7/14 | Not connected. |



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| | Department | | | |
| 2. If connected, pipe needs to be abandoned or removed. | Facilities Manager Parks and Recreation Department | 2/14/14 – 3/1/14 | N/A | |
| 3. If not connected, initiate repairs to correct to prevent rain water from entering system through an open clean-out. | Facilities Manager Parks and Recreation Department | 2/14/14 – 3/1/14 | 2/7/14 | New cap installed. Completed |
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| Target 7: Create more green spaces for water retention | | | | |
| 1. Explore parking lot stormwater retention areas options. | Program Manager | 8/1/14-9/30/14 | 9/2014 | Completed |
| 2. Enhance perimeter green space and aesthetics for neighborhood community | Program Manager | 1/1/15-9/1/16 | 11/2014 | Completed |
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| Target 8: Develop Comprehensive Fenceline Master Plan | | | | |
| 1. The ESMS Core Team will develop a scope of services. | ESMS Core Team | 10/1/15-11/20/15 | | The Program Manager resigned and we are in the process of hiring a new one who will be leading this effort. |



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| | | | | Target dates will be reevaluated when new Program Manager is in place. |
| 2. Draft RFP for retention of consultant services to prepare Comprehensive Fenceline Master Plan | ESMS Core Team | 12/1/15-1/31/16 | | The Program Manager resigned and we are in the process of hiring a new one who will be leading this effort. Target dates will be reevaluated when new Program Manager is in place. |
| 3. Release RFP | Procurement | 2/1/16-3/31/16 | | The Program Manager resigned and we are in the process of hiring a new one who will be leading this effort. Target dates will be reevaluated when new Program Manager is in place. |
| 4. Closing of RFP | Procurement | 4/1/16-4/30/16 | | The Program Manager resigned and we are in the process of hiring a new one who will be leading this effort. Target dates will be reevaluated when new Program Manager is in place. |
| 5. Staff evaluation of applications and short listing | Procurement | 5/1/16-6/30/16 | | The Program Manager resigned and we are in the process of hiring a new one who will be leading this effort. Target dates will be reevaluated when |



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| | | | | new Program Manager is in place. |
| 6. Final Staff recommendation to City Commission; City Commission selection | | July 2016 | | The Program Manager resigned and we are in the process of hiring a new one who will be leading this effort. Target dates will be reevaluated when new Program Manager is in place. |
| 7. Contract negotiation and City Commission contract approval | | July 2016-August 2016 | | The Program Manager resigned and we are in the process of hiring a new one who will be leading this effort. Target dates will be reevaluated when new Program Manager is in place. |
| 8. Consultant commences preparation of a fenceline comprehensive master plan | | September 2016 | | The Program Manager resigned and we are in the process of hiring a new one who will be leading this effort. Target dates will be reevaluated when new Program Manager is in place. |
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| Target 9: Develop Hazardous/Non-Hazardous Program | | | | |
| 1. Determine centralization options for hazardous/non-hazardous products purchasing, | FF Team | 7/21/14-8/20/14 | 7/30/14 | Developed options, including pros and |



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| usage, handling, delivery, inventory, tracking, etc. | | | | cons, for senior management review |
| 2. Senior Management centralization option selection | FF Team | 9/21/14-9/30/15 | TBD | Senior Management has postponed project – will be part of the Green Purchasing Program (Procurement). |
| 3. Implementation of Green Purchasing Plan | Procurement | TBD | | |
| Target 10: Storm drain aprons need repair to improve water flow to the catch basins. | | | | |
| 1. Planning/Inspect aprons for the necessary repairs. | Program Manager | 10/5/15-12/4/15 | 3/16 | |
| 2. Design improvements | Program Manager | 12/7/15-3/8/16 | 3/16 | |
| 3. Construction/Implement projects to accomplish target objective. | Program Manager | 4/11/16-8/29/16 | | Phase II of Project 12103 – waiting on contractor response due to their project load. |
| Target 11: Stormwater Control Gate Installation | | | | |
| 1. | | | | |
| 1. Installation of emergency control gate | Program Manager | 10/1/14- 12/30/15 | 2/2016 | Completed – Project 12103 Phase I |
| 2. Create SOP for Emergency Control Gate | Program Manager | TBD | | |



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| Target 12: Maintenance (Scheduled monthly yard sweep; scheduled bi-weekly litter collection; scheduled annual tree canopy maintenance – every April; scheduled storm drain cleaning – bi-annually) . | | | | |
| 1. Maintenance within fenceline | Program Manager | 8/2014 | | Maintenance is ongoing. |

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| 7.0 | Monitoring and Measurement Activities and Frequency: Inspections in accordance with NPDES (National Pollution Discharge Elimination System). Inspection results will determine any initiatives to be accomplished |
| 8.0 | Reference to Related Procedures/Work Instructions/Tracking Spreadsheets: Inspection reports |
| 9.0 | Training Needs: Spill prevention, Pollution Control, Illicit Discharges |
| 10.0 | Environmental Policy Commitment: Practice “Sustainable Triple Bottom Line” that considers the environment, economy and social equity in all aspects of City’s decision-making plans. Educate our employees by empowering them through training to promote environmental stewardship and sustainability. |
| 11.0 | Importance Relative to other Objective & Target Action Plans: Decommissioned vehicles |
| 12.0 | Comments regarding current progress toward completion: Storm drain inlets have been identified. |
| 13.0 | Management Review Dates: 11/5/14, 1/30/15, 5/7/15, 8/31/15, 2/26/16 |
| 14.0 | Has Senior Management approved the resources necessary to implement this Objective and Target Action Plan? Yes. |
| 15.0 | Date of Senior Management approval: 11/5/14, 1/30/15, 5/7/15, 8/31/15, 2/26/16 |



16.0 Revision Table

| Rev. No. | Date | Revised by | Description |
|----------|---------|-------------------|--|
| 001 | 7/9/15 | Mary Ann Johnston | Updated target dates and combine all maintenance activities into one target (#12). |
| 002 | 6/2/16 | Mary Ann Johnston | Update target dates due to feedback from Engineering, etc. |
| 003 | 7/21/16 | Mary Ann Johnston | Update target dates. |